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COMPREHENSIVE REVIEW OF THE WHOLE QUESTION OF PEACE-KEEPING OPERATIONS IN ALL THEIR ASPECTS

Secretariat units dealing with peace-keeping operations

Report of the Secretary-General

I. INTRODUCTION

1. In its resolution 45/75 of 11 December 1990, the General Assembly requested the Secretary-General "to prepare for Member States a factual report describing the responsibilities, functions and structures of the various Secretariat units dealing with peace-keeping operations, including details of overload posts".

2. Like all activities of the Secretariat, peace-keeping is under the overall command of the Secretary-General. Because of the complex nature of United Nations peace-keeping responsibilities, almost all parts of the Secretariat are involved to some degree in advising and assisting the Secretary-General in the planning, direction, coordination, or administration of peace-keeping operations. While the extent of the responsibilities exercised by each Secretariat unit in this area varies, it is in practice impossible for peace-keeping functions to be isolated from the overall organizational structure of the Secretariat, which provides the institutional support for the execution of all United Nations operations. The present report accordingly lists in broad terms the units that deal in one manner or another with United Nations peace-keeping activities. An annex provides details of the distribution of overload posts authorized under the Special Account for Peace-keeping Operations.

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* A/46/50.

II. LISTING OF UNITS

A. Offices of the Secretary-General

1. Executive Office of the Secretary-General

3. The Secretary-General's Executive Office assists him in his dealings with the senior officials responsible for peace-keeping. In addition, those members of his immediate staff who deal with political affairs, and in particular with peace-making activities under his direct personal supervision, keep the Under-Secretary-General for Special Political Affairs informed of all activities which have a bearing on existing or prospective peace-keeping operations and consult him on the peace-keeping aspects. The same is the case with staff members or personalities from outside the Secretariat who are appointed as Special or Personal Representatives of the Secretary-General for situations where there may be a requirement for peace-keeping.

2. Office for Special Political Affairs

4. The Under-Secretary-General for Special Political Affairs, with his staff, advises and assists the Secretary-General in carrying out the duties entrusted to him in pursuance of General Assembly or Security Council decisions, or in fulfilment of his responsibilities under the Charter of the United Nations, in the conduct and direction of peace-keeping operations. The Under-Secretary-General plans new peace-keeping operations and directs established ones. He provides political guidance and operational directives to the commanders of the United Nations peace-keeping operations in the field. The Office is responsible for the formulation of policies and negotiations in regard to specific peace-keeping operations, coordination with other offices, drafting reports and communications and providing liaison with governmental and non-governmental interlocutors. The specific area of responsibilities of staff may vary from time to time, particularly as new peace-keeping operations are planned or established.

3. Military Adviser to the Secretary-General

5. The Military Adviser to the Secretary-General and his staff are attached to the Office for Special Political Affairs and function on a day-to-day basis in close cooperation with the Under-Secretary-General and his political staff. The Military Adviser advises the Secretary-General and the Under-Secretary-General on the military aspects of peace-keeping operations, from the planning to the implementation stage. The Military Adviser is assisted by military officers made available by Member States at the Secretary-General's request, who assist him in monitoring and supervising specific operations, coordinating with other offices, dealing with troop-contributing countries and providing briefings to other interested parties.

4. Office for Research and the Collection of Information

6. The Assistant Secretary-General of the Office for Research and the Collection of Information and his staff hold responsibilities for research and for the collection (and dissemination within the Secretariat) of information related to the responsibilities of the Secretary-General. In this capacity they liaise closely with the Under-Secretary-General for Special Political Affairs and provide him appropriate information at their disposal which may have implications for the establishment or functioning of peace-keeping operations.

5. Office of Legal Affairs

7. The Under-Secretary-General, the Legal Counsel, and his staff provide advice to the Secretary-General and the Under-Secretary-General for Special Political Affairs on the legal aspects of peace-keeping operations, including in particular the negotiation and conclusion of status-of-mission agreements between the United Nations and host countries on whose territories peace-keeping operations may be established. Problems of a legal nature which arise in the conduct of peace-keeping operations are also referred to the Office of Legal Affairs for advice and guidance.

B. Department of Administration and Management

8. The Under-Secretary-General for Administration and Management and his staff play an important part in the planning and establishment of new peace-keeping operations. Through its three Offices headed by Assistant Secretaries-General, the Department participates in such planning in regard to the personnel, logistic and financial aspects of such operations and implements those aspects of existing peace-keeping operations. Within the Department, the units below have specific responsibilities in relation to peace-keeping operations.

1. Office of General Services

9. The Assistant Secretary-General for the Office of General Services supervises three organizational units with specific responsibilities in the peace-keeping arena. These are:

(a) Field Operations Division

10. Within the Office of General Services, the Field Operations Division, in close cooperation and coordination with the other offices mentioned in this report, is responsible for a full range of management, administrative and logistic support services to peace-keeping operations and such other field missions as the Secretary-General may decide.

11. The Field Operations Division is headed by a Director and the support services it provides, organized under three Section Chiefs, encompass, inter alia, logistics, stock control, communications, liaison with Governments, assignment and administration of field personnel, travel (military and civilian), finance, budget and electronic data processing. It plays a major role at all stages of the planning and deployment of new missions; ensures uniform application of policies, procedures and guidelines for the management of human resources and for budgetary and financial operations at existing missions; and handles residual functions in respect of former missions. At the field mission level, the Chief Administrative Officer, under the operational authority of the head of the mission, is responsible to the Field Operations Division for the day-to-day administration of the full range of support services provided to the mission.

(b) Commercial, Purchase and Transportation Services

12. Commercial, Purchase and Transportation Services has among its responsibilities the procurement of supplies and equipment for United Nations field missions. Its functions are to receive quotations, make purchases and transport the equipment and supplies concerned in due time to facilitate the launching and effective functioning of the peace-keeping operation concerned. It is also responsible for administering the travel of Headquarters personnel dealing with peace-keeping operations.

(c) Telecommunications and Computer Operations Service

13. The Telecommunications and Computer Operations Service, which is part of the Electronic Services Division, provides telecommunications support at Headquarters for peace-keeping operations, including the transmission and exchange of written and oral communications, liaison with international bodies for frequency approval and operational parameters, planning and leasing of circuits for satellite communications, maintenance of circuits, and encryption and decoding of sensitive materials.

2. Office of Programme Planning, Budget and Finance

14. The Office of Programme Planning, Budget and Finance performs financial management functions in respect of peace-keeping operations. It has a specific Unit for Peace-keeping Matters and Special Assignments, which administers the accounts of all peace-keeping operations, prepares budgets in coordination with the office for Special Political Affairs and the Field Operations Division and maintains liaison on financial questions with countries contributing personnel and resources to peace-keeping operations. The Controller and Deputy Controller, as the senior officers of the Office of Programme Planning, Budget and Finance, are also involved in a supervisory capacity in matters relating to the financial aspects of peace-keeping operations.

3. Office of Human Resources Management

15. The Office of Human Resources Management (OHRM) provides support for peace-keeping operations by administering the selection and assignment of United Nations staff members for such operations and by conducting external recruitment for this purpose when necessary. Within OHRM, the Medical Service ensures, prior to the departure of the selected candidates, that they are physically and mentally fit to carry out their duties in the countries where they are being assigned. The Medical Service also prepares staff members for their international travel in respect of required immunizations, and briefs them on the health conditions of the country of assignment. OHRM provides training for staff being redeployed to peace-keeping operations. It is responsible for the establishment, maintenance and periodic field review of salaries and other conditions of service, such as mission subsistence allowances and other entitlements for United Nations staff and military observers, as well as for Headquarters oversight of the administration of such entitlements and allowances.

16. With regard to established peace-keeping operations, OHRM is responsible for job classification activities at the duty stations. Staff of OHRM are frequently outposted to administer the staff in the areas of operation. Moreover, the Medical Service has the responsibility for the medical clearance of all military observers appointed to serve in peace-keeping operations.

C. Other departments

1. Department for Political and Security Council Affairs

17. The Department for Political and Security Council Affairs provides the secretariat for the Security Council and the two committees of the General Assembly most concerned with peace-keeping operations - the Special Political Committee and the Special Committee on Peace-keeping Operations. It liaises closely with the Office for Special Political Affairs on meetings of the Security Council relating to the establishment and extension of peace-keeping operations, and on the Secretary-General's reports to that body.

2. Department of Conference Services

18. The Department of Conference Services provides conference facilities and interpretation for meetings relating to the establishment and functioning of peace-keeping operations. It is responsible for the translation and processing of documents and reports and for the editorial control of official documentation issued on peace-keeping operations.

3. Office for Political and General Assembly Affairs and Secretariat Services

19. The Office for Political and General Assembly Affairs and Secretariat Services provides services in respect of the planning and editing of documents and reports to the General Assembly issued in respect of peace-keeping operations.

4. Department of Public Information

20. The Department of Public Information has established, within its Communications and Project Management Division, a Peace and Security Programmes Section, whose primary function involves the preparation and dissemination of information relating to the conduct of peace-keeping operations. The Section also devises and implements a public information programme in the field for each peace-keeping operation.

III. INTERDEPARTMENTAL COOPERATION

Senior Planning and Monitoring Group

21. In order to enhance coordination among the various units listed above, the Secretary-General has established the Senior Planning and Monitoring Group on peace-keeping operations and its Peace-keeping Planning Subgroup. These bodies provide advice to the Secretary-General on matters relating to peace-keeping operations that require interdepartmental coordination. The Senior Planning and Monitoring Group, established in January 1990, was restructured by the Secretary-General in early 1991 as a smaller, high-level body which meets regularly under his Chairmanship to review current and prospective operations. The Peace-keeping Planning Subgroup, established in February 1991 under the Chairmanship of the Under-Secretary-General for Special Political Affairs, provides advice to the Senior Planning and Monitoring Group on the planning of peace-keeping operations and related matters.

Task forces

22. The Secretary-General has also made it a general practice to appoint a task force on a specific area of activity that involves, or could result in, the establishment of a peace-keeping operation. The functioning of the United Nations Transition Assistance Group (UNTAG), for instance, was greatly facilitated by a Namibia Task Force chaired by the Secretary-General, which coordinated Headquarters directives to his Special Representative in the field. At present there are Task Forces on Cambodia, El Salvador and Western Sahara dealing with future peace-keeping operations in those areas.

ANNEX

Posts authorized under the Support Account for Peace-keeping Operations

	Professional and above	General Service and other
A. Offices of the Secretary-General		
1. Executive Office of the Secretary-General	3	1
2. Office for Special Political Affairs	5	5
3. Office of Legal Affairs	1	0
B. Other departments		
Department of Administration and Management		
1. Office of Programme Planning, Budget and Finance	9	8
2. Office of Human Resources Management	3	2
3. Field Operations Division, Office of General Services	14	21
4. Commercial, Purchase and Transportation Services, Office of General Services	4	9
5. Electronic Services Division, Office of General Services	1	3
6. Internal Audit Division	2	0